

**DODGE COUNTY
HEALTH FACILITIES COMMITTEE MEETING
198 COUNTY DF
JUNEAU, WI 53039
JULY 1, 2015**

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:16 a.m. with the following members present:

2. **ROLL CALL:**

Larry Bischoff
Lisa Derr
Jeff Duchac
John Fabisch
Tom Schaefer

ALSO PRESENT: James Mielke, Dodge County Administrator; Jane E. Hooper, Clearview Administrator; Jackie Kuhl, Brain Injury Coordinator; Lori Kurutz, Director of Support Services; Bill Wiley, Director of Finance; Heather Ninmann, IID Household Specialist; and Lindsay Kirchoff, Assisted Living Supervisor.

3. **APPROVAL OF MINUTES OF JUNE 3, 2015 MEETING:** Motion made by Duchac to approve the June 3, 2015 Minutes; seconded by Fabisch. Motion carried.
4. **APPROVAL DEVIATING FROM THE AGENDA:** Motion made by Schaefer to deviate from the Agenda if required; seconded by Fabisch. Motion carried.
5. **PUBLIC COMMENT:** None to report.
6. **COMMITTEE MEMBER REPORTS:** None to report.
7. **INVOLUNTARY DISCHARGES:** None to report.
8. **CENSUS REPORTS:**

CBIC:	22 of 30
Clearview:	127 of 140
Clearview Behavioral Health 1/2:	18 of 20
ICF-IID (formerly FDD):	46 of 46
Trailview	3 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	19 of 20

9. **ADMINISTRATOR'S REPORT:**

- **Dairy Bid:** Motion by Duchac to continue with the current agreement for dairy for one more year; seconded by Derr. Motion carried.

- **Corporate Compliance ~ Lori Kurutz:** Lori Kurutz, Director of Support Services, went over the Health Insurance Portability and Accountability Act and corporate compliance. The final risk analysis of this year was on self-referrals and kickbacks; there were no findings. We will begin a new rotation of risk analysis.
- **Draft Resolution: Budgetary Appropriation Control from Business Unit Level to Department Level:** A discussion was held and examples were given of how policy changes will affect Clearview's operation.
- **Certainteed Warranty:** Administrator Hooper will provide additional information at the next meeting.
- **Capital Improvement Plan:** An update was given on Clearview's submission of their Capital Improvement Plan which includes bed replacement cycle and transport van replacement.
- **Hiring Data:** Administrator Hooper discussed with the Committee some employee data of total hires and terms of retirement. We are looking at changes to the policy to increase options relating to scheduling for our household assistant staffing. One option is for 12 hour shifts and another option is to offer flexi staff shift and weekend differential, with holiday pay also. Discussed other changes in 2015 with on-boarding vs. orientation, continued programs of tuition reimbursement, and mentoring.
- **New Positions for Budget Year 2016:** Administrator Hooper discussed with the Committee the request for an Assistant Administrator position, job description, and JDQ submission. The Committee's consensus approved the position of Assistant Administrator for 2016.
- **Update: Marsh Country Health Alliance Meeting:** Marsh Country Health Alliance ("MCHA") had their assessment rate meeting on Monday, June 29, 2015. A discussion was held at the MCHA meeting regarding plans for revenue received in 2014 and how to proceed with rate setting for 2016. The rate was not set at the June meeting; plans to finalize the rate will be at the Annual Meeting in August. Administrator Hooper also updated the Committee on Washington County and Outagamie County inquiring to join MCHA; admission to MCHA is on hold until the August meeting.
- **Financials ~ Bill Wiley:**

Wiley reviewed highlights of the financial statements. He explained that the income statement shows a Net Gain of \$955,000 but that the \$2.2 million of sales tax revenue should not be included since the expense that it is used for is not included in the income statement. The result is an approximately \$1.2 million loss for 2014.

Wiley stated that after the requested auditor financial adjustments are made, the final number that Johnson & Block presents will not be the \$1.2 million loss. Wiley mentioned that some auditor adjustments are not made within the County's accounting system. Those numbers have to be obtained from the auditors separately.

Wiley discussed the CBIC Medicaid recoupment action that has been ongoing since the Fall of 2014 as a result of rate changes from the move to the new building in 2012. The estimated \$1.4 million has been recouped by Medicaid and the final recoupment occurred in June 2015.

Wiley presented how the Department vs. Business Unit budget realignment policy will affect Clearview. He explained how Department budgeting will be a more efficient way of operating.

Wiley briefly discussed the June 29 MCHA meeting. He stated that MCHA has a 2016 assessment rate of a Net Gain of \$228,000. He said that \$53,645 will go to the other MCHA counties and that approximately \$153,000 would go to Dodge County. The commission will decide at its August meeting on what to do with the Net Gain. The three options are:

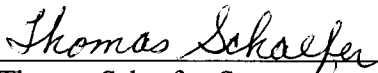
- Apply to Clearview bottom line in 2016
- Apply to MCHA restricted fund balance
- Decide on assessment rate for next year

The Commission will also clarify the county of origin resident policy at its August meeting.

10. **NEXT MEETING DATE: Wednesday, August 5, 2015, at 8:15 a.m., in the Chapel** on the first floor of Clearview, located at 198 County DF, Juneau, Wisconsin.
11. **ADJOURN:** There being no further business to come before the Committee, Motion by the Fabisch to adjourn; seconded by Derr. Meeting adjourned at 10:25 a.m.

Dated this 5th day of August, 2015.

Respectfully submitted,



Thomas Schaefer, Secretary